

## **April 13, 2005 Airport Commission Minutes**

Vice-Chairman Schober called the meeting to order at 8:00 a.m. Secretary Richards, Commissioners Crowley, Bruce and Safo also present. Others present: Val Ramos, Airport Admin; Steve Betzler, Chandelle Hangar; Michael Neau, Airport Admin; Keith Markano, Airport Manager; Chris Wodushek, Waukesha Flying Services; and John Lotzer, Waukesha Flying Services.

**Approve/modify minutes of March 9, 2005** – A motion to approve the March 9, 2005 minutes was made by Secretary Richards. Commissioner Crowley made a second to the motion and asked that the minutes be modified to add his name to the list of those attending the joint Public Works, Finance and Executive Committee meeting mentioned in the Chairman's report. Secretary Richards made a motion to approve the minutes as modified. Commissioner Crowley made a second. The motion passed.

**Public comment/correspondence** – Mr. Betzler gave an update on the status of the tetrahedron that it was almost complete and should be back in service in about a month. He also mentioned that the Waukesha Aviation Club would still purchase and install noise abatement reminder signs for the airfield.

**Chairman's report** – Vice-chairman Schober said he received the Airport Layout Plan for review and signed off on the plan. The plan has been mailed back to the Bureau in Madison for final approval.

**Airport Manager's report** – Reminder that the May Commission meeting will be held on the third Wednesday, May 18<sup>th</sup>, due to the WI Aviation Conference. Mr. Markano said registration forms for the WI Aviation Conference were sent out in the mail and that if any of the Commissioners were interested in attending they should complete the form and send it to the Airport Administration office. Work on the gate project started this week and should be in place by the end of the week of May 15<sup>th</sup>. We've had a good response from the airport tenants/users regarding the gate project. There is a scale back in the Transportation Security Administration budget and the possibility of security screening going back to the FAA.

**Mr. Neau reviewed the monthly reports with the Commission – Weather** – In March 2005 VFR percentage was 92%, compared to 78% in March 2004. YTD VFR is 86% compared to 83% in 2004.

**Traffic Operations** – Operations for March 2005 were up 1,699 operations compared to March of 2004. March 2005 operations were 7,616 compared to 5,917 in March 2004, an increase of 28.7%. YTD we are 2,826 operations ahead of 2004, an increase of 15.4%.

Waukesha and Timmerman had an increase in traffic while Mitchell saw a decline. Waukesha was up 6.3%, Timmerman up 28% and Mitchell down 1.5%.

**Fuel** – Fuel figures for March were 78,851 gallons in Jet Fuel and 8,640 gallons in 100LL. Total fuel for March is 87,491 gallons compared to 87,166 gallons in March of 2004, an increase of 0.4%. Jet fuel was up 0.1% and 100LL was up 2.6% compared to March 2004. YTD 2005 total is 262,598 gallons; this is 5.6% below 2004 YTD.

**Discussion and action on a request for a variance to construction covenants for 2327 Aviation Drive (Chuck Yanke)** – Mr. Markano presented this item to the Commission. Mr. Yanke is requesting permission to put up a 70' x 70' hangar in an area designated for 60' x 60' hangars. Mr. Markano showed the Commission a drawing of the hangar area layout. An additional ten feet of hangar space is being requested on the south and west sides. Mr. Yanke is willing to take responsibility of maintaining the additional space (landscaping and mowing) if the request is granted. Mr. Yanke would like approval for this variance from the Commission prior to drawing up hangar construction plans. If the Commission approves the variance, Mr. Markano would recommend considering the green space to the south as part of the leasehold since the building will be going to the existing lot line leaving no side yard setback. Also, it may be appropriate to consider leasing the portion of the taxi lane in front of the hangar exclusively and

designating it as ramp space since it will no longer meet design group two setbacks. Any approval should be made contingent upon the tenant being responsible for determining utility easement issues and being responsible for any utility relocations and/or repairs. A motion to approve the variance request for 2327 Aviation Drive was made by Secretary Richards with a second by Commissioner Crowley. The motion passed.

**Discussion and action on assignment of lease agreement for 532 Northview Road (Robert O'Connor) to Jack Safo, et al.** – Mr. Markano explained to the Commission that this would be a standard assignment of a land lease as has been done in the past. Mr. Markano asked the Commission for approval of this assignment subject to the submission of the appropriate documents with review and approval from Corporation Counsel prior to the execution of the assignment. A motion to approve the assignment subject to proper documents and review by Corporation Counsel was made by Secretary Richards with a second from Commissioner Crowley. The motion passed. Commissioner Safo abstained from the vote.

**Discussion and action on Election of Commission Chair, Vice-chair and Secretary** – A motion to nominate Vice-chairman Schober as Commission Chairman was made by Secretary Richards. Commissioner Safo made a second. The motion passed. A motion to nominate Commissioner Crowley as Commission Vice—chairman was made by Secretary Richards. Commissioner Safo made a second. The motion passed. Commissioner Safo made a motion for Secretary Richards to remain as Commission Secretary. Commissioner Bruce made a second. The motion passed.

**Future Commission agenda items** – Public relations revenue. Form a subcommittee for the extension of Aviation Drive.

A motion to adjourn was made by Secretary Richards with a second by Commissioner Safo. The motion passed.

Meeting adjourned at 8:31 a.m.

Next Commission Meeting: 8:00 a.m. on Wednesday, May 18, 2005

Respectfully submitted

Dick Richards  
Secretary  
4/13/05

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